



MINUTES OF CENTRAL EAST ACCOMMODATION & CARE ALLIANCE INC MANAGEMENT COMMITTEE MEETING HELD AT 10.00AM ON MONDAY, 26 AUGUST 2024 AT THE MERREDIN REGIONAL COMMUNITY & LEISURE CENTRE, BATES STREET, MERREDIN

1. WELCOME & INTRODUCTION

The Chairperson opened the meeting at 10.00am and welcomed all attendees including Bryan Close from the Shire of Yilgarn, Craig Watts from the Shire of Merredin and Tanika McLennan from the Shire of Mukinbudin who are attending for the first time.

The Chairperson advised that the Operations Manager is on personal leave following recent surgery. The Management committee sends their best wishes for a speedy recovery.

2. MEETING MATTERS

2.1 Record of Attendance and Apologies

Attendance

Terry Waldron – CEACA Chairperson, Richard Marshall – CEACA Executive Officer (EO), Stephen Strange - Shire of Bruce Rock, John Merrick – Shire of Bruce Rock, Raymond Griffiths - Shire of Kellerberrin, Monica Gardiner – Shire of Kellerberrin, Craig Watts – Shire of Merredin, Gary Shadbolt – Shire of Mukinbudin, Tanika McLennan – Shire of Mukinbudin, Holly Cusack - Shire of Narembeen, Rebecca McCall – Shire of Narembeen, Bill Price – Shire of Westonia, Ross Della Bosca - Shire of Westonia, Mischa Stratford - Shire of Wyalkatchem, Nic Warren - Shire of Yilgarn, Bryan Close – Shire of Yilgarn.

Apologies

Jo Trachy – CEACA Operations Manager (OM), Aaron Wooldridge – Shire of Dowerin, Ben McKay and Tony Sachse - Shire of Mt Marshall, Bradley Anderson - Shire of Merredin, Dirk Sellenger - Shire of Mukinbudin, Sabine Taylor – Shire of Wyalkatchem, Wayne Della Bosca – Shire of Yilgarn.

Minute Taker - Richard Marshall – CEACA Executive Officer.

2.2 Declaration of Quorum

The Chairperson advised that the quorum for the meeting was met.

2.3 Conflicts of Interest

There were no declarations of conflicts of interest.

2.4 Minutes of the Management Committee Meeting – 13th May 2024

RESOLUTION

It was resolved that the minutes of the Management Committee meeting held on the 13th of May 2024 be accepted as a true and accurate record of proceedings.

2.5 Action Points

CEACA Action Items list was distributed to Committee Members prior to the meeting. The EO advised the items would be covered in the agenda items.

3. MATTERS FOR DECISION

3.1 Additional Units – Funding Application

The EO spoke to his report and advised the status of discussions with the Department of Communities for registration as Community Housing Provider (CHP) and Grant submission with Housing Australia and Federal Government. Implications of Band A priority and use of Government waiting list was discussed. The Government's rent setting policy for social housing of 25-30% of household income was discussed.

The EO advised that Growing Regions Program Round 2, has made housing projects ineligible. However, Housing Australia can provide funds for construction of housing to registered charities and to registered CHP's.

The Chairperson advised he had discussed CEACA's situation with Darren West MLC.

Lengthy discussion followed on the proposed strategy to pursue government funding. EO answered several questions from the Management Committee. The general view of the Committee in relation to additional Units is to try and retain CEACA's existing model, which is proving successful for the Organisation, the shires and for tenants.

ACTION ITEMS

Chairperson to discuss CEACA's desire to build additional units with Darren West, Steve Martin, Mia Davies and Josh Wilson and CEACA Management to continue work towards grant submissions for both State and Federal Government.

The Shire of Kellerberrin CEO noted that some shire grant applications under Growing Regions Program had been disqualified due to contact with Federal Government MPs. CEACA Chairperson and EO will be mindful of this in relation to grant applications.

The Shire of Westonia CEO asked for the Westonia Shire waitlist be added to the CEACA waiting list and that CEACA's waitlist be shared with the respective member shires.

The Management Committee discussed the use of waitlists and the importance of the approved CEACA Eligibility Matrix, which gives priority to people from the local community over people from other areas.

RESOLUTION

It was resolved that a) CEACA share its waitlist with respective member shires. An additional step be inserted in CEACA's process such that additions to the waiting are advised to the relevant member shire and b) incorporate shire waitlist details with CEACA's waitlist information.

3.2 Shire of Quairading – Application for Associate Membership

The Management Committee discussed the application by Shire of Quairading.

RESOLUTION

The Management Committee agreed that Shire of Quairading should be admitted as an associate member effective 1 July 2024.

3.3 Income & Expenditure Budget FY25

The EO presented the draft budget for FY25 and answered various questions from Management Committee.

The Shire of Kellerberrin CEO queried action taken in relation to alleged smoking in units. The EO advised that this issue is being dealt with by Elders and the OM.

RESOLUTION

The Management Committee approved the Income & Expenditure budget for FY25.

3.4 Term Deposit (Westpac) – Further Term

The EO explained it is intended to renew the \$600k Term Deposit with Westpac for a further nine months.

The Member for Bruce Rock enquired what process is in place to ensure a competitive interest rate is achieved. The EO explained that Term Deposit is with Westpac and that competitive rates will be sought for any future renewals.

RESOLUTION

The Management Committee approved the renewal of the Westpac Term Deposit for a further nine months.

3.5 Elders Property Management Contract – Renewal 2024-6

The EO explained the recent negotiations with Elders and the background to the Elders Management Fee. The Management Committee discussed the role and performance of Elders and agreed it was appropriate to increase the fee given it had not increased since they were first appointed in 2020.

RESOLUTION

The Management Committee approved a new two-year contract with Elders with a management fee of \$155 (inc GST) per unit per month.

3.6 Kununoppin Units for Sale

The EO advised that status of Elders' attempts to receive offers on the two Kununoppin Units. The Management Committee discussed the options in relation to the Units. It was agreed that the Units should be kept on the market for sale with a reduced asking price and WACHS encouraged to make an offer.

RESOLUTION

Elders to be instructed to reduce the asking price for the two Units to \$280,000.

CARRIED

3.6 Kellerberrin Land – Rental Agreement

The EO advised of the request by Farmways Kellerberrin to use some of CEACA's land for storage of inventory and the proposed terms put to Farmways.

RESOLUTION

Management to proceed on the basis disclosed in the meeting papers with any arrangement to be subject to Management Committee approval.

CARRIED

4. MATTERS FOR DISCUSSION

4.1 Executive Officer Report

The EO spoke to his report and highlighted the following issues:

- Umwelt Consultants engaged by DPIRD to investigate the effectiveness of the Royalties for Regions funding provided to CEACA. Positive feedback was received from the interviews with tenants at Bruce Rock shire and Kellerberrin shire, however the interview at Westonia shire could have been better communicated and managed by Umwelt.
- Econisis – currently undertaking an economic analysis of aged care models in the Wheatbelt for CEACA pursuant to a \$20,000 grant from Wheatbelt Development Commission.
- Schedule of CEACA land titles with Memorials noted.
- Annual Financial Statements currently being audited with a proposed Management Committee meeting with the auditor to be invited, in late September or October to review and approved the accounts.

4.2 Econisis – Wheatbelt Aged Care Model Econisis Analysis Feedback

As noted in item 4.1 above.

4.3 Operations Report

The OM report was taken as read. The EO provided further details on the recent repairs/maintenance work at Beacon and the ongoing work of GBM Services to repair the shower areas.

4.4 General Business

The Shire of Merredin CEO advised that the shire is starting the process to identify a new service provider to manage the Merrittville Retirement Village units. It is intended that CEACA be requested to provide a proposal.

ACTION ITEM

Executive Committee meeting will be held prior to the November Management Committee meeting to consider the terms on which CEACA may provide services to shire-owned units.

5. MEETING CLOSURE

There being no further business, the meeting closed at 11.39pm.

6. NEXT MEETING

The next Management Committee and Annual General Meeting will be held at 10.00am, 4 November 2024 in Kellerberrin.

DECLARATION

These Minutes were confirmed by the Central East Accommodation & Care Alliance Inc at the Management Committee Meeting held on _____.

Signed _____ (Person presiding at the meeting at which these minutes were confirmed).